



Invitation to Bid HNS 20-

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address:		418 S. RAMSEY ST.	
Bid Walk:	3/2/22 @	9 AM	
Bid Opening:	3/8/22 @	2 PM	
Client Name:	Latonya Steele	Contact Number:	804-6209
Project Manager:	C. Hitsman	Contact Number:	622-1685

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at 622 (cell # 1685).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.



Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 418 S- DANSEY to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated:	Number of Pages:
Addenda # 1 Dated:	Number of Pages:
Addenda # 2 Dated:	Number of Pages:

Project Schedule: *Minimum Start Date* -

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) 622-1685
Fax: (704) _____

Instructions to Bidders



Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative
- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Itemized Work Sheet
- Subcontractor Certifications (if applicable)

Bid Validation

- All approved bids will be valid for 60 days after the bid opening date

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address:	418 S Ramsey St Charlotte, NC 28208	Owner:	Latonya Steele
Structure Type:	Single Unit	Owner Phone:	Cell: (704) 804-6209
Square Feet:	1168	Program(s):	Tested- HAS LEAD Healthy Homes LBP 2016 SHFY2020 LeadSafe 2019
Year Built:	1962		
Property Value:	62000		
Tax Parcel:	06306725		
Census Tract:			
Property Zone:	Council District 2		

Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
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All Contractor's Project Requirements

The contractor is responsible for project requirements, including but limited to:

COVID-19 Process

Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Asbestos Abatement Scope

See attached scope. An allowance to complete the scope of work attached.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Exterior Handrails- FRONT

1. Secure existing handrails. Re-install handrails to current building code-
2. Scrape & paint handrail, guardrail and porch post rustolium white.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Prep & Paint Exterior Surfaces

Front handrail, guardrail , porch post and crawl door.

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Demo and Rebuild Bathroom - Complete

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code.

Rebuild the bathroom complete with all the following features:

- *floor, wall, and ceiling insulation at locations required by the Construction Specifications
- *ceiling mounted fan vented through the roof
- *switched light fixture over the vanity
- *GFCI outlet per Code
- *4 " curb - fiberglass walk in shower tub pan
- *4" tile on shower walls to 60", bull-nose front and top
- *drywall and finish walls and ceiling
- *25 yr. vinyl plank flooring & match hardwood flooring at hallway door opening
- *prehung hollow core flat panel door and hardware .
- *baseboard and shoe mold at standard locations
- *1.6 gpf commode
- *Pedistal Sink
- *3 piece bath hardware set (towel bar, paper holder, and towel ring)
- *mirror over vanity
- *walls and ceiling painted semi-gloss per Construction
- * floor air-supply grill
- *Code Compliant tempered Window Glass
- * Sand smooth existing upright cabinetry & paint wall color Specifications.

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

Resilient Flooring

Front - Left Bedroom
Rear - Left Bedroom
Kitchen / Dining Room
Rear - right lower storage room and Utility room

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Range Hood Exterior Vented (42 ")

(42") Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Gas Furnace Replacement

Install a gas fired, forced air furnace with minimum AFUE rating of 90 or higher to existing plenum and gas line with electronic ignition. Include programmable thermostat, flue pipe and shut- off valve. Size furnace per heat loss analysis. Contractor to furnish Manual J calculations. Dispose of old furnace appropriately.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Replace/Install Duct Work System

Replace all ductwork and supply mixing box plenum. Ensure system is properly supported from ground (supply, return, and flex.) Ductwork shall be R-8 and mastic sealed.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Air Conditioner Replace

Install new Energy Star Rated 14 SEER or higher air conditioner compatible with the indoor unit per the manufacturer's recommendations. Support unit on a level concrete pad with a minimum of 3' clearance around coil. Re-insulate bare areas of refrigerant piping. Properly dispose of existing unit.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Work Specification

Door Hardware Interior

Front left Bedroom door
Front right Bedroom door

Replace interior door hardware with finish to match existing house hardware.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Sliding Glass Patio Door

Remove and dispose of existing door, frame and threshold. Install new Energy Star rated pre-hung exterior vinyl siding patio door with screen and locking hardware. Insulate cavity. New casing and shoe molding will match existing. This installation is to include repairing any damaged header, door framing, wall framing, sub-floor, floor joists, band joists, and sill.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Combination CO / Smoke Detector Hard Wired

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Smoke Detector Hard Wired

(3) Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Electric Service 200 AMP

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

See Attached Lead Scope

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Work Specification

Attic Insulation Increase to R-38

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Exterminate Termites

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Vapor Barrier

Lay 6 mil poly vapor barrier on ground in crawl space and 6" up foundation walls. Overlap seams by 2' and secure with duct tape.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Crawl Space Access Door

Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Insulate Floor R-19

Remove current R-19 crawl-space insulation.

Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place.

* Contractor to cover with wood blocking, any holes or cracks located under kitchen cabinet area before Insulating *

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Exterior Handrails (REAR)

Remove existing handrails. Dispose of properly. Re-install handrails to current building code- specified metal or treated lumber. Size & dimensions to code.

$$\text{Bid Cost: } \frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$$

Work Specification

Prehung Door Interior

Install 2 1- 3/8" prehung, door including casing both sides and lockset. Match existing style and finish.

Door #1 to be replacing Left-Rear Bedroom Door (36")
Complete any hardwood floor needed. Match finish.

Door #2 to be installed in Bathroom. Install at left wall. Door to open into left rear bedroom. (36")

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Replace/ Refasten Any Loose/ Missing Or Decayed Exterior Lumber

Exterior- Remove & replace any decayed wood products at rear of dwelling, specifically , the rear addition. Prep that addition and any corresponding peeling paint areas and paint.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

ASBESTOS ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address

418 S. RAMSEY ST

10-Aug

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	ASBESTOS - White Joint Compound. Approx. 500 sq ft of white compound on the original wallboard joints, seams & connection points throughout the house	Abatement- Remove & dispose of the asbestos-containing joint compound material prior to renovation or demolition activities that may impact materials in bathroom, front-left bedroom, kitchen / dining room, rear-right lower storage room & utility room			
2	Clearance	City of Charlotte paying for Third-party Asbestos Risk Assesment for Clearance			
3					
4					
5					
6					
7					
8					
9					
10					
TOTAL					

Contractors may submit an occupant protection plan on the form provided.

1 Contact Jim Roy if an additional form is needed. Phone 704-968-4111.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

START DATE

COMPLETION DATE

Lead Based Paint - SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address

418 S. Ramsey St

6/26/2020

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	EXTERIOR- Side A thru Side D - yellow wood walls and green and yellow wood seam boards, trim boards and drip boards	Repair rotted / damaged wood and cover with Tyvek and aluminum or vinyl			
2	EXTERIOR - Side A thru Side D - green and yellow wood fascias, soffits, crown moldings, trim boards and attic air vents and frames	Repair rotted / damaged wood and cover with Tyvek and aluminum or vinyl			
3	EXTERIOR - Side A thru Side D - white wood window casings, headers, sills, sashes and wells and white wood shutters EXCEPT Window D1 (Note: Window C1 is metal and not coated with lead-based paint)	Replace window sashes and wells and cover window casings, headers and sills with Tyvek and aluminum. Replace window shutters.			
4	EXTERIOR- Side A Entry- yellow and green wood ceiling and trim boards	Scrape loose paint and re-paint			
5	EXTERIOR - Closet Door C2 - green wood door casings and header	Scrape loose paint and re-paint			
6	CLEARANCE	ROY CONSULTING			
7					
8					
9					
10					

total

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0

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START DATE

COMPLETION DATE



ROY CONSULTING

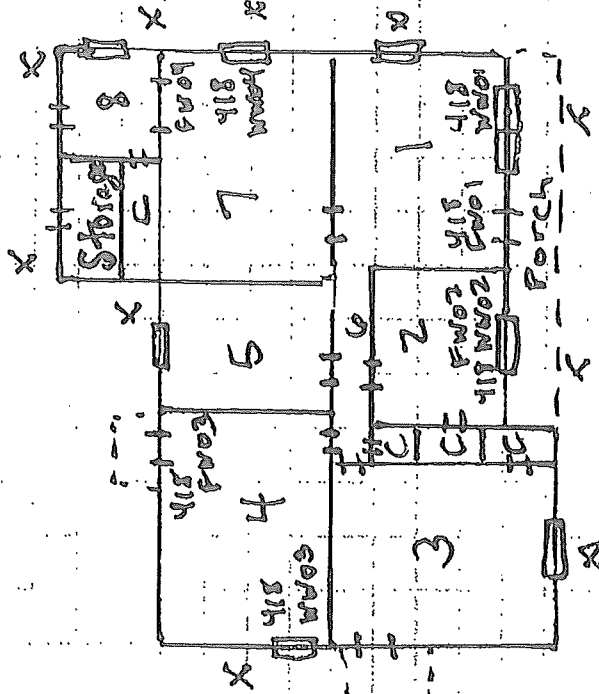
GROUP CORPORATION

Providing integrated environmental and geotechnical solutions

418 S Ramsey Street

Charlotte, NC 28208

SIDE C



SIDE B

SIDE D

Legend

= Window

= Door

X = Soil Sample Location

SIDE A

NOT TO SCALE